

Virginia Port Authority Board of Commissioners
Executive Committee Meeting
September 8, 2006
Open Session Minutes

Committee Members Present:

John G. Milliken, Chairman
Robert C. Barclay, IV, Vice Chairman
William M. Grace
Ranjit K. Sen

Committee Members Absent:

Deborah K. Stearns

Commissioners Telecommunicating:

Mark B. Goodwin

Staff:

Linda G. Ford, Director of Port Promotion
Elaine Smith, Director of Human Resources
Joe Harris, Media Relations Manager – Port Promotion
Debra J. McNulty, Clerk

Guests:

Timothy C. McNamara, Boyden Global Executive Search

Members of the Media:

Gregory Richards, *The Virginian-Pilot*

Pursuant to call by Chairman Milliken, the Executive Committee convened an open session on this date at 1:10 p.m., in the Virginia Port Authority Library, 600 World Trade Center, Norfolk, Virginia. Chairman Milliken announced that Mr. Goodwin was on the phone. (Ms. Stearns was on vacation.)

Chairman Milliken announced that Mr. Timothy C. McNamara, Managing Director of Boyden Global Executive Search, would report on the status of short-listed candidates for the position of Executive Director in closed session in order to share his findings with the Committee and to consider the candidates' qualifications for interview.

Chairman Milliken advised that there would be no action taken by the Executive Committee and there would be no announcement at the conclusion of the meeting. Mr. Grace confirmed that today's meeting is just an information meeting for the Executive Committee in order to advance to the next stage in determining candidates for Executive Director.

At 1:15 p.m., at the request of Chairman Milliken, Mr. Barclay moved that the Executive Committee convene a closed meeting under the Virginia Freedom of Information Act §2.2-3711(A)(1) to review and discuss short-listed candidates for the position of Executive Director of the Virginia Port Authority. The vote was unanimous.

At this time, staff and Mr. Richards left the meeting. Mr. McNamara remained in the closed session.

The Executive Committee came out of closed session at 3:05 p.m.

After reconvening the open session, the following resolution was read by Mr. Barclay:

Whereas, the Virginia Port Authority Executive Committee had convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

Whereas, Section 2.2-3712 of the Code of Virginia requires a certification by the Executive Committee members that such closed meeting was conducted in conformity with Virginia law;

Now, therefore be it resolved, that the Executive Committee hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Executive Committee.

The resolution passed by a roll call vote of the Committee members as follows:

Mr. Milliken	Aye	Mr. Grace	Aye
Mr. Barclay	Aye	Mr. Sen	Aye
Mr. Goodwin (telephone vote)	Aye		

Chairman Milliken announced that the Executive Committee is scheduled to meet on Wednesday, September 20, 2006, at 8:30 a.m. at Crumbley House, located at Norfolk International Terminals. The Chairman advised that there would be no substantive business announced in open session at that time. He announced that interviews of candidates would be conducted in closed session at an undisclosed location.

Chairman Milliken explained that the Executive Committee would return to Crumbley House after the interviews in order to publicly certify the closed session and adjourn the meeting. No announcement will be made by the Committee at that time.

There being no further discussion and no comments from the public, the Executive Committee meeting adjourned at 3:10 p.m.

Respectfully Submitted,

Debra J. McNulty
Clerk to the Board